

**WILLIAMSBURG  
ARCHITECTURAL REVIEW BOARD MINUTES  
Tuesday, March 9, 2004**

**CALL TO ORDER AND ATTENDANCE**

The regular semimonthly Architectural Review Board meeting was held on Tuesday, March 9, 2004, at 6:30 p.m. in the third Floor Conference Room of the Municipal Building.

Chairman Williams called the meeting to order. Present in addition to Mr. Williams were Board members Mr. Sandbeck, Mr. Durbin, Mr. Walker, Mr. Spence, and Mr. Watson. Mr. Pons was absent. Also present was Zoning Administrator Murphy and Zoning Officer Beck.

**CONSENT AGENDA**

**ARB**

**SIGN #04-011      Marshalls/163 Monticello Avenue – Building Mounted Sign – Approved.**

**ARB**

**SIGN #04-013      Virginia Ham Shoppe/1814 Richmond Road – Building Mounted Sign – Approved.**

**ARB**

**SIGN #04-014      Westgate Welcome Center/501 Prince George Street – Building Mounted Signs – Approved.**

Mr. Williams motioned to approve the consent agenda as presented.

**Recorded vote on the motion:**

Aye:                Mr. Sandbeck, Mr. Durbin, Mr. Williams, Mr. Walker, Mr. Spence,  
                         Mr. Watson.

Nay:                None.

Absent:            Mr. Pons.

Abstain:          None.

**CORRIDOR PROTECTION DISTRICT**

**ARB #04-022      Westgate Resorts/1324 Richmond Road – Exterior Change (cupola on porte-cochere)**

Scott VanVoorhees, Guernsey and Tingle Architects presented plans for a cupola on the roof of the porte-cochere noting other cupolas were located on the two main buildings and the pool house. He stated the owner wanted a cupola on the porte-cochere to make it more visible.

Mr. Sandbeck stated a cupola on the porte-cochere does not fit with the "Colonial Revival" architecture of building. He noted that historically cupolas during this period were used to accent buildings of significant importance and were traditionally located on the peak of a building. He further stated that in this case the existing cupolas on the building were sufficient and an additional cupola would overpower the buildings' architecture. Mr. Spence concurred with Mr. Sandbeck's observation and noted it looked out of place and out of proportion. Other Board members were in agreement that the addition of a cupola would not enhance the architecture of the building.

Mr. Sandbeck motioned to deny ARB# 04-022 for a cupola on the porte-cochere because it is inappropriate with the architecture of the building.

**Recorded vote on the motion:**

Aye: Mr. Sandbeck, Mr. Durbin, Mr. Williams, Mr. Walker, Mr. Spence, Mr. Watson.

Nay: None.

Absent: Mr. Pons.

Abstain: None.

**ARB #04-023            RPR Holdings, LLC/120 Monticello Avenue – Exterior Change (stucco bands, stucco infill on rear and removal of awnings over windows)**

Andy Cronan of Guernsey and Tingle Architects, Bob Singley, and Dr. Chan Park were present to discuss modified plans for the Med Express building. Mr. Cronan stated the plans have been modified from those submitted and reviewed the revised plans noting the following:

- All but one of the posts on the front of the building will be removed because a safe cost effective method had been found to remove the asbestos.
- The one column remaining would be covered by the tower on the front elevation.
- Removal of the metal awnings from the windows on the front elevation.
- Stucco is proposed to infill between the brick on three walls on the rear adjacent to "Staples" due to lack of support for brick.

A discussion followed concerning the color and location of the additional stucco on the building with Mr. Cronan highlighting sections of the rear elevation where stucco is proposed for infill. Chairman Williams noted that the Board could be flexible with use of additional stucco in this case, since the total stucco would be less than 25% of the building material as required by the **Design Review Guidelines**.

Mr. Walker motioned to approved ARB #04-023 as modified at the meeting.

**Recorded vote on the motion:**

Aye: Mr. Sandbeck, Mr. Durbin, Mr. Williams, Mr. Walker, Mr. Spence,  
Mr. Watson.

Nay: None.

Absent: Mr. Pons.

Abstain: None.

**ARB #04-024 Parkway Condominiums/222 Parkway Drive – New Condominiums**

Ditlef Olsen presented the request by reviewing proposed materials and revised elevations of the building since preliminary approval last year. The following items were discussed:

- Removing one window on the front elevation adjacent to the driveway for symmetry.
- Resolution of fencing for the underground garage. If fencing is proposed, it should match the railings around the patios. If brick and lattice is proposed it should be submitted for approval. In either case, the final design should be submitted for ARB approval.
- A detail of the columns on the patios.
- Windows with exterior muntins which are non-removable are required by the **Design Review Guidelines**. The Anderson window with muntins between the double glazing did not meet the Guideline requirements.
- A lighting plan being submitted with proposed light fixtures and illumination patterns for the parking lot, building, and exterior pathways.
- Elevations for a dumpster enclosure.

Ms. Murphy stated the building would have to meet the 35' height requirement and that a cross section of the roof and revised site plan indicating proposed grading would be necessary before a final determination could be made if the building meets the height requirements.

Alan and Lisa Smith, 11 Grove Avenue expressed the following concerns:

- The proposed building towering over the Pinecrest neighborhood.
- If lighting from the complex would affect their property.
- The loss of privacy in their back yard due to installation of balconies on the units.
- The green color of the proposed roof looks more commercial than residential.

Mr. Olsen stated the balconies were not facing Grove Avenue and the only way someone could see into their yard from a balcony is from the end units on the building. The Board stressed the building will have to meet the 35' height requirement and that a lighting plan must be submitted for approval. It was the consensus of the Board that the dark green metal roof as presented at the meeting met the ***Design Review Guidelines***.

Due to the changes necessary to the plans and details as discussed at the meeting, the application was tabled for the applicant to revise the elevations and submit the following for final review and approval:

- A lighting plan being submitted with proposed light fixtures and illumination patterns for the parking lot and building.
- A revised site plan.
- Elevations for the dumpster enclosure.
- Removal of one window on the front elevation for symmetry,
- Ventilation screening details for the underground garage.

## **SIGNS**

### **ARB**

#### **SIGN #04-012      South of the Border Restaurant/322 Second Street – Freestanding & Building Mounted Sign**

Ray Wright, Wright Signs presented the freestanding and building mounted sign for South of the Border Restaurant which will replace Beach House Grill on Second Street. An externally illuminated freestanding sign with a white background, red, green and black letter with a cactus, sombrero and eagle are proposed. He noted the existing sign frame would be painted white.

A discussion followed on simplifying the freestanding sign by eliminating the symbols and the box with the red background, white lettering for Mexican Restaurant, and changing the lettering to red for Mexican Restaurant. The Board noted the ***Design Review Guidelines*** require the building color and sign colors to be consistent. Mrs. Murphy added the freestanding also needs approval from City Council because it is located on the City's right-of-way.

Mr. Williams motioned to approve ARB Sign #04-012 conditioned upon the simplification of the sign as discussed at the meeting with the applicant applying for approval to paint the building white as required by the ***Design Review Guidelines***.

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**Recorded vote on the motion:**

Aye: Mr. Sandbeck, Mr. Durbin, Mr. Williams, Mr. Walker, Mr. Spence,  
Mr. Watson.

Nay: None.

Absent: Mr. Pons.

Abstain: None.

**Minutes February 24, 2004**

The minutes were approved with a minor correction.

There being no further business, the meeting adjourned at 8:30 P.M.

Jason Beck  
Zoning Officer